

Council Meeting
March 13, 2017
7:00 p.m.

The regular meeting of Mayor and Council was held on the above date and time with Council members DeBenedictis, Carrow, Dias, and Fletcher present with Mayor Letterman presiding. Town Foreman Jeff Hurlock, Recording Secretary Sue Muncey, Chief Brian Hill, Town Solicitor Gary Junge, Callyn Fletcher, Jaison Murphy, Kisha Murphy, John Treadwell, Demetrius A. Todd, Sandra DeLane, and Nickolaus Smith were also in attendance.

- 1. Call to Order** - Mr. Letterman called the meeting to order at 7:00 p.m.
- 2. Pledge to the Flag** – Callyn Fletcher led the Pledge of Allegiance.
- 3. Approval of Minutes** –

Ms. DeBenedictis made a motion to approve the Town Council Meeting minutes of February 13, 2017 and Electric Committee Meeting minutes of March 9, 2017 in written form. Mr. Dias seconded the motion. Motion carried unanimously.

- 4. Approval of Income and Expense Report** –

Mr. Fletcher made a motion to approve the Income and Expense Report. Mr. Carrow seconded the motion. Motion carried unanimously.

- 5. Communications** – No communications
- 6. Report of the Chief of Police** – Chief Hill stated the two (2) new Tahoe vehicles are being outfitted. They will both be in service next week.
- 7. Report of the Town Foreman** – Mr. Hurlock had no report.
- 8. Report of the Town Solicitor** – Mr. Junge had no report.
- 9. Report from Inspections/Enforcement** – Mr. Hurlock had no report.
- 10. Reports from Members of Council**
 - a. Report from Electric Committee** – Ms. DeBenedictis stated we had underground faults this past month.
 - b. Report from Street Committee** – Mr. Fletcher had no report. Mr. Hurlock is getting ready for the snow.
 - c. Report from Water & Sewer Committee** – Mr. Fletcher had no report.

- d. **Report from Equipment Committee** – Mr. Dias had no report. Mr. Hurlock stated an Equipment Committee Meeting needs to be scheduled to put one of the Public Works vehicles out to bid.
- e. **Report from Personnel Committee** – Mr. Carrow had no report.
- f. **Report from Police Committee** – Mr. Dias had no report.
- g. **Report from Budget Committee** – Mr. Fletcher had no report.
- h. **Report from Economic Development Committee** – Mr. Carrow had no report. Mr. Letterman asked about the grants. Mr. Carrow stated the grants are ongoing. Nothing new since the last report.
- i. **Report from DEMEC** – Ms. DeBenedictis stated the next DEMEC meeting is March 28, 2017.
- j. **Report from Board of Adjustments** – Mr. Hurlock had no report.
- k. **Report from Planning & Zoning Committee** – Mr. Hurlock stated we are re-writing the Comprehensive Plan.
- l. **Appeals Board** – Mr. Hurlock had no report.

11. Unfinished Business – No Business

12. New Business –

- a. Discuss/Vote to adopt GASB-75 effective upon implementation. Mr. Letterman stated the GASB-75 stands for Governmental Accounting Standards Board. Currently we are using GASB-74. We are required to use this since we have an irrevocable trust. Tonight we are voting to implement GASB-75 for calendar year 2018.

Ms. DeBenedictis made a motion to accept the new GASB-75 standards when they become implemented for the 2018 plan year. Mr. Fletcher seconded the motion. Motion carried unanimously.

- b. Discussion/Vote on the purchase of building at 310 S. Bassett Street. Mr. Letterman stated he and Jeff have been working on this for 1-1/2 to 2 years now. This is formerly the Power Electronics building. This will be used as the Public Works building. Currently the Public Works building is on West Street and it is very small. The department has outgrown the building with the addition of all the new homes being built. The department currently has equipment and transformers sitting outside in the elements. The proposed building was formerly Ross Trucking. It had one 1,000 gallon gas tank and one 1,000 gallon diesel tank on site. These tanks were removed February 20, 1988. The

site is not listed as a leaking site. No releases were made; however, no closure documentation is available. Six (6) boring locations were sampled with negative results. We feel we have done our due diligence. The price is just shy of \$600,000. We propose paying 35% from the Electric Capital Reserve Fund and 65% from the Impact Fee Fund. This would be \$210,000 and \$390,000 respectively. We will purchase outright. Mr. Letterman asked if Council had any questions. Mr. Carrow asked if we should have a contingency for associated costs (i.e. – legal fees, repairs, signs). We should put 15% aside for future costs. Mr. Letterman stated any extra costs would follow the 35/65 split. Mr. Letterman stated they had looked at plans to build a new building behind the Water Treatment Plant. The cost of purchasing this building is a lot less. The price is very reasonable.

Mr. Carrow made a motion to purchase the building located at 310 S. Bassett Street for \$595,000 using 35% from the Electric Capital Reserves Fund and 65% from the Impact Fees Fund. We will also have a 15% contingency plan for future costs using 35% from the Electric Capital Reserves Fund and 65% from the Impact Fees Fund. Mr. Dias seconded the motion. Motion carried unanimously.

- c. Discussion/Vote on acceptance of free caboose. Mr. Letterman stated he was contacted and asked if we would like to have a free caboose since we are a railroad town. There are three (3) of them located in Harrington. We would vote as to whether to move forward with the acquisition of obtaining a caboose. We would go look at them and choose the best of the three available. If we are interested, I would need to discuss with them how we would move it and if there would be any associated costs. We could possibly put the caboose by the railroad tracks. We could use it for our annual Railroad Days festival or use as a museum. This can be used to attract people to town.

Mr. Dias made a motion to pursue the acquisition of obtaining a free caboose. Ms. DeBenedictis seconded the motion. Motion carried unanimously.

- 13. Resignation** – Mr. Fletcher stated he would be resigning his position on Town Council effective March 13, 2017. He sold his home. He thanked the Town and the Council Members. Mr. Fletcher stated it was a pleasure serving the town. Mr. Carrow complimented Mr. Fletcher for his outstanding job. He hopes more young men and women serve on Council. Mr. Letterman accepted Mr. Fletcher's resignation.

14. Public Forum – No comments.

15. Adjournment

Mr. Dias made a motion to adjourn the meeting. Mr. Fletcher seconded the motion. Motion carried unanimously. Meeting was adjourned at 7:22 p.m.

Recording Secretary,

Sue Muncey